

Fieldcrest CUSD #6



Return to Learn Plan

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Introduction

We are excited to be back together—students and staff, learning together. We will learn and teach with safety as our #1 priority. While this plan may not be perfect, it does contain procedures and protocols that will allow your child to learn in a safe, engaging, and educational environment. We look forward to serving our community!

Fieldcrest CUSD #6 will adhere to the guidance from the Illinois State Board of Education (ISBE), the Illinois Department of Health (IDPH), and the state’s five-phase reopening plan, [Restore Illinois](#).

The district established the Return to Learn Committee to review parent and staff survey feedback and the state guidance referenced above. This document, reviewed and approved by school administration, the Return to Learn Committee, and the Fieldcrest CUSD #6 outlines the educational plans and protocols in place for Phase 4. During this time, Fieldcrest will be using a full, in-person model with optional remote learning opportunities. We will provide consistent implementation of our established curriculum with prioritization of Literacy, Math, and High School graduation requirements as well as Special Education services.

It is important to note, during any phase in which students and staff are on campus, no one will be penalized for missing school and we encourage those who are not feeling well to stay home. While school will look very different, the district’s commitment to providing a first class education to our students remains the same.

Note 1: The school calendar has changed. Please refer to the revised calendar (Appendix B) on page 22.

Note 2: protocols outlined in this guide are subject to change as guidelines evolve.

Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open. Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.	Non-essential retail stores reopen for curbside pickup and delivery. Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.	Manufacturing, offices, retail, barbershops, and salons can reopen to the public with capacity and other limits and safety precautions. Gatherings of 10 people or fewer are allowed. Face coverings and social distancing are the norm.	Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health. Face coverings and social distancing are the norm.	The economy fully reopens with safety precautions continuing. Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.

Restore Illinois 5 Phase Plan

Source: Coronavirus.Illinois.Gov

Rationale Behind Our Plan

- ★ Shortened day will allow for more focused, intentional instruction as opposed to an AB schedule
- ★ Provides families the choice of in-person versus Remote Learning
- ★ Allows for student-teacher interaction for those on Remote Learning
- ★ Provides access to additional services
- ★ Supports positive social/emotional development

Health & Wellness

Face Masks and Personal Protective Equipment (PPE)

A mask will be required for each student, staff, or visitor who enters a Fieldcrest CUSD #6 school or district building. ***It will be the responsibility of each student/family to provide the mask, bring the mask to and from school each day, and to replace any lost or dirty masks.*** We are committed to working together as a team to help our students and parents. We do plan to have a limited number of replacement masks available for emergency situations. If a parent/guardian is concerned about what mask to provide for their child, please call and speak with Nurse Nancy, 309-432-2177.

We respectfully ask all parents to ensure that students are prepared to wear a mask to school. Please practice wearing masks in your home and in public as often as possible. As we learn together to wear a mask, your child's teacher and support staff will provide safe opportunities such as snack breaks for your child to remove their mask.

A medical note will be required for a student unable to wear a mask. Medical notes will be reviewed on a case by case basis. **If you do not feel comfortable with this policy, Remote Learning should be considered.**

Face masks do not need to be worn outside if social distance is maintained. Therefore, the district has procured several picnic tables to allow students opportunities to work outside. When PE class takes place outside, social distancing will occur and face masks will not be worn. They may also take their masks off when they are eating breakfast or lunch.

Social & Physical Distancing

Fieldcrest CUSD# 6 has developed procedures to ensure six feet of physical distance from other persons, as much as possible. This expectation pertains to students and staff members in all areas and settings to the greatest extent possible. Visual reminders will be posted throughout school buildings and visuals will be designated (signs, tape, etc.) as indicators of safe distances in areas where students congregate or line up (e.g., arrival and departure, lunchroom lines, hallways, recess lines, libraries, cafeterias).

Students in grades K-8 will remain with their grade level cohorts to reduce mixing grade levels within the building as much as possible. Fieldcrest will stagger bus loading and unloading, mealtimes, bathroom breaks, etc. to ensure student and staff safety. Staff and students should abstain from physical contact, including, but not limited to, handshakes, high fives, hugs, etc.

Hygiene

Frequent hand washing and hand sanitizing are key to help prevent the spread of COVID-19. Staff members must clean hands as often as possible with soap and water for at least 20 seconds. If soap and water are not available, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. Staff must avoid touching their mouth, eyes, or nose as much as possible. Staff and students must use hand sanitizer upon entering the classroom each time. Hand sanitizer will be placed in common areas throughout each school building. Each building will place signage reminding everyone of the need for proper hand hygiene in the appropriate areas. If assisting a student requires close contact, hand washing, or sanitizing must be done before and after contact with students. It is recommended that hand hygiene is performed upon arrival to and departure from school; after blowing one's nose, coughing, or sneezing; following restroom use; before food preparation or before and after eating; before/after routine care for another person, such as a child; after contact with a person who is sick; upon return from the playground/physical education; and following glove removal. Schools will post handwashing posters in the bathrooms, hallways, all common areas.

Training

Nurse Nancy will provide each staff member with required safety training related to Fieldcrest's physical distancing, face mask, and hand hygiene procedures. Each building will provide training to staff that is specific to their unique circumstances. Hand hygiene and physical distancing will be included in the curriculum to help educate students on the importance of proper hand hygiene and personal safety. Employees will also be trained on the proper way to disinfect their individual workstations as needed.

Sanitation and Cleaning

The district will develop schedules that ensure students begin their school day in a clean and disinfected environment, with additional cleaning practices implemented as needed throughout the building. Cleaning practices will ensure the safety of our students and staff.

Required Physicals

Due to the effects of the recent physical distancing and shelter in place mandates, for the 2020-2021 school year, Fieldcrest CUSD 6 is changing the compliance requirements date for physicals and immunizations to October 15, 2020. Although Fieldcrest CUSD 6 will follow the dates set by the State of Illinois, the district encourages families to obtain these requirements as soon as possible. Nurse Nancy will keep track of families who are not in compliance by October 15, as is normal procedure.

Health Screenings

Only students and staff who are healthy should report for in-person learning. ***It is important to note, students and staff will not be penalized for missing school and are encouraged to stay home when not feeling well.***

Students and staff with the following symptoms must remain home:

A measured temperature of 100.4 degrees Fahrenheit or greater

AND/OR

Any of the following symptoms of COVID-19:

- Cough
- Fatigue
- Fever or chills
- Headache
- Known close contact with a person who has been diagnosed with COVID-19
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell
- Shortness of breath or difficulty breathing
- Sore throat

Any student or staff member who begins to exhibit a high fever associated with COVID-19 like symptoms must report to the designated area in their building and follow the published procedure. Please inform the school nurse. The temperature will be retaken to ensure accuracy. Students will remain in the quarantine area until a parent or guardian picks the student up, or alternative transportation home is arranged. Students who have had contact with someone who is positive for COVID-19 must follow the IDPH guidelines for self-monitoring and self-quarantine.

Large Activities/Return to School Events

At this time events such as Unpack the Backpack, Student Orientation, and Open House will not take place in the normal format. Each building will offer some sort of virtual tour or video to help students and families acclimate to the 2020-2021 school year.

Daily Health Check

Parents/guardians of students will be asked to provide verification of a “Daily Health Check” to demonstrate that their child is healthy to come to school. *Please refer to **(Appendix A)** for the “Daily Health Check” questions. Answering NO to all questions verifies that students are healthy to attend school. In addition, all students will have temperatures taken by staff each day in order to enter the building. Students having a temperature of 100.4 or higher will be monitored in a designated area and will have their temperature rechecked in 15 minutes. Students who have a temperature of 100.4 or higher will be unable to attend classes for the day and will have parents/guardians contacted for pickup.

Students Who are Medically Fragile or at Higher Risk

The administration will work closely with school nurses and parents, as well as the student’s medical provider, to determine safe alternatives to in-person instruction. Fieldcrest CUSD 6 will consider continuing Remote Learning for medically fragile students, students at a higher risk of severe illness, and students who live with individuals at higher risk of severe illness for the duration of Phase 4.

Teams should consider the following:

- Whether the student’s medical condition is conducive to in-person attendance or if needs would best be met remotely.
- The student’s behavior and capacities, including ability to control secretions, cover mouth/nose when sneezing and coughing, ability to maintain distance from other classmates, ability to tolerate wearing a mask, ability to wash hands with/without assistance, and ability/safety of use of hand sanitizer.
- The number of students per classroom and ability to maintain six-foot distance, when possible.
- Consult with individual student health care providers, if applicable, and IEP teams to determine the best modality to meet the student’s needs on an individualized basis.

Visitors

Visitors must be restricted to authorized personnel only. Visitors to any building must always wear an appropriate and approved face mask and report directly to the main office for a health check, which includes a temperature reading. Visitors will remain in the main office or other designated area for the duration of the visit. Students or staff will be asked to meet the visitor to conduct business as needed. Visitors will not have access to the building in general to maintain physical distancing. This will be in addition to the normal sign in procedures.

All visitors entering the building must be free of the following symptoms:

- Cough
- Fatigue
- Fever or chills
- Headache
- Known close contact with a person who has been diagnosed with COVID-19
- Measured temperature of 100.4 degrees Fahrenheit or greater
- Nausea or vomiting
- New loss of taste or smell
- Shortness of breath or difficulty breathing
- Sore throat

If the visitor is free of all symptoms above, they will be allowed entry to the building, must proceed to the office, and will be required to:

- a. Submit to a contactless temperature check
- b. Wash their hands or use hand sanitizer throughout their time in the building
- c. NOT shake hands with, touch or hug individuals during their visit

Volunteers

Although we love our volunteers, while we are in phase 4 outside volunteers will not be utilized in our buildings. If a volunteer would like to arrange a digital connection with a classroom, he or she is welcome to make contact with the teacher or principal.

Pre-Kindergarten (PK) Classroom Guidance

- Clearly mark classroom areas to show where to sit, stand or line-up for six feet spacing, if possible
- Students will remain with the same classroom group throughout the day, services will take place in the classroom when feasible
- Maximize schools ventilation systems
- Schedule/coordinate restroom and hand washing breaks throughout the day
- Schedule/coordinate recess by classroom to minimize student mixing
- Sanitize hands whenever anyone enters the classroom
- Clean classrooms after each use or at least daily
- Building staff must review student pick up and drop off procedures

Kindergarten-Grade 5 Classroom Guidance

- Arrange seating six feet apart, if possible, and face the same direction as feasible.
- Teachers will provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Clearly mark common areas and tables to show where to sit, stand or line-up for six feet spacing, if possible
- Students will remain with the same classroom group throughout the day
- Schedule/coordinate restroom and handwashing breaks throughout the day
- Schedule/coordinate recess by grade level to minimize mixing student groups
- Sanitize hands whenever anyone enters the classroom
- Do not share school supplies between students or staff
- Clean classrooms daily
- Breakfast will be served in all classrooms
- Lunch will be provided and served in various locations throughout the school.

Grades 6–8 Classroom Guidance

- Arrange seating six feet apart, if possible, and face the same direction as feasible.
- Teachers will provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Clearly mark common areas and tables to show where to sit, stand or line-up for six feet spacing, if possible.
- Stagger transition times and review schedules
- Encourage hand washing throughout the day.
- Schedule/coordinate activities by grade level to minimize student mixing
- Breakfast and Lunch will be served in classrooms. (Until further notice)
- Sanitize hands whenever anyone enters the classroom
- Do not share school supplies between students or staff
- Clean classrooms daily

Grades 9–12 Classroom Guidance

- Arrange seating six feet apart, if possible, and face the same direction as feasible. It is recommended teachers provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Clearly mark common areas and tables to show where to sit, stand or line-up for six feet spacing, if possible
- Stagger transition times and review schedules
- Encourage hand washing throughout the day.
- Sanitize hands whenever anyone enters the classroom
- Do not share school supplies between students or staff
- Students will be asked to clean instructional areas and supplies before leaving the classroom
- Clean classrooms daily
- Building staff must review student arrival and dismissal procedures

- Students will have access to the cafeteria with limited capacity. Schedules will be adjusted to comply with limitations.

Hallways, Main Office, and Common Areas

- Maintain six feet physical distancing when possible
- Require face masks for staff and students
- Clearly mark areas to indicate safe distancing for students
- Perform health screenings for visitors
- Display visible signage reminding everyone of physical distancing and face masks usage at entryways, hallways, classrooms, and common areas
- Provide access to school buildings to authorized personnel only. Visitor access will be as needed only and will be restricted to the main office area (clearly visible signage at each entryway)
- Restrict students to specific areas as identified by the building principal
- Clean high touch areas throughout the day
- Stairwells will indicate 1 way traffic

Restrooms

- Maintain six feet physical distancing when possible
- Face masks required for staff and students
- Clearly mark areas to indicate safe distancing for students
- Display clearly visible signage reminding everyone of physical distancing and face masks
- Schedule/coordinate restroom and handwashing breaks when possible
- Clean high touch areas throughout the day
- Assign restrooms to student groups when possible
- Stand on marked spot while waiting

Shared Objects

- Students and employees are discouraged from borrowing or sharing of personal items.
- Electronics, including, but not limited to, iPads, touchscreens, keyboards, remote controls, lunchroom keypads, door entry systems, etc., should be cleaned before and after use.
- Items that must be shared or communally used, must be cleaned after each use and individuals must perform hand hygiene between use.
- Students should not bring non-essential personal items to school

Preparing for When a Student Becomes Sick

Return to School/Work Flowchart Following an Illness

Updated: July 14, 2020

Individual exhibits one or more symptoms of COVID-19 but is not suspected of having it or has tested negative



Some Examples:
Seasonal Allergies, Ear Infection, Seasonal Flu, Strep Throat, Migraine, etc.

May return after:

- (1) The number of hours as required by IDPH has passed since resolution of fever (without medication) and improvement of symptoms
- (2) Medical note recommended

Individual had close contact with someone who has tested positive or is suspected of having COVID-19 or has returned from international travel or travel from a domestic hotspot.



May return after 14-day quarantine from date of last contact with individual or return from trip

Individual Tested Positive for COVID – 19 (with or without symptoms)



May return after:

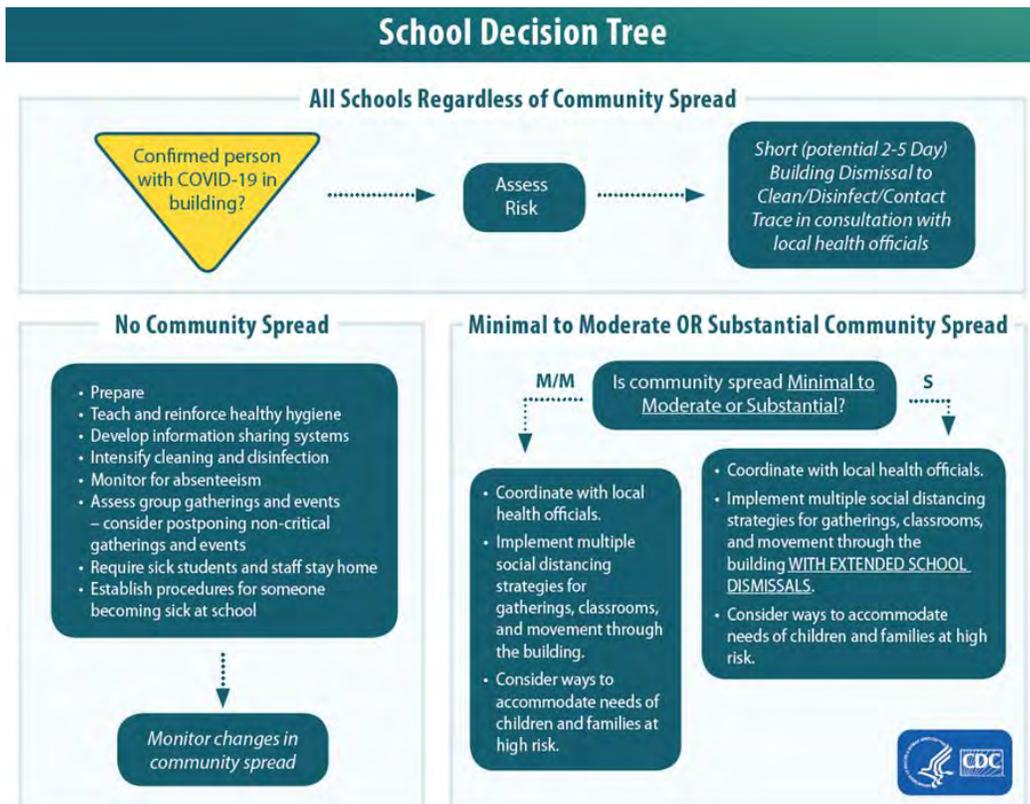
- (1) At least 14 days have passed since symptom onset with the number of hours as required by IDPH has passed since resolution of fever (without medication) and improvement of respiratory symptoms
 - (2) Medical release required
- OR
- (3) Written evidence of two negative COVID-19 tests in a row taken at least 24 hours apart

When interacting with students who may be sick, school nurses and personnel should follow CDC guidance on standard and transmission based precautions. **Students should never be left alone and must always be supervised while maintaining necessary precautions.**

Close off any areas of the school used by a sick person and do not use these areas until after proper cleaning and disinfection procedures have been completed. Open windows to increase air circulation in the area. It is advised by the CDC to wait at least 24 hours before cleaning and disinfecting; if 24 hours are not possible, wait as long as possible. Clean and disinfect all areas, such as offices, bathrooms, common areas, shared electronic equipment, etc., used by the person who is sick. Ensure cleaning products are stored and used a safe distance away from children and staff.

School Closure Plan (guidance from CDC)

Fieldcrest CUSD 6 must be prepared for a possible short-term closure, regardless of community spread, if an infected person has been in a school building. If this happens, the CDC recommends the following procedures regardless of the level of community spread.



Quarantine Procedures

- ISBE and IDPH have mandated that ‘any individual who has had close contact, with someone testing positive for COVID-19 must self-quarantine for 14 days.’
- ISBE and IDPH have defined ‘close contact’ as ‘any individual who has been closer than 6 feet for more than 15 minutes.’
- If a classroom or multiple classrooms are required to self-quarantine due to a positive test - those classrooms will transition into Remote Learning during the quarantine period.
- If students riding the same bus route are required to self-quarantine, riders impacted will transition into Remote Learning during the quarantine period.
- If an individual student is required to self-quarantine - they will transition into Remote Learning instructed by Fieldcrest staff.

Instruction

Fieldcrest CUSD 6 has developed an instructional plan to allow for a return to in-person learning for students, while holding paramount the health and safety of our students and community. Students may enter the upcoming school year with academic knowledge that varies more greatly between students than in previous school years. Teachers will use targeted interventions and differentiated instruction to help individual students reach their learning goals.

Spring Learning Loss

Instructional staff will assess and address student learning losses by identifying key concepts and learning target for focused instruction through individual, small and large group and intervention based instruction.

Safety Education for Students

Students will receive grade level appropriate education and guidance for proper physical distancing, proper use of PPE, and proper hand hygiene during the first two (2) weeks of school. Each school will develop a plan for providing students with building specific safety measures to follow with an explanation as to why these measures are important.

Social and Emotional Learning (SEL)

SEL curricula and additional supplementary services will continue to be provided for students and staff. Teachers will continue to implement the SEL curriculum with

supplementary resources with an intentional focus on student's emotional health who may have been or continue to be impacted by COVID-19. Students will also have continued support to social workers, psychologists, and counselors. Students with IEPs for SEL will continue to receive services based on their identified IEP minutes.

Music-Related Courses

Music related education will follow the most current IDPH/ISBE guidelines for student and staff safety measures. During phase 4, this will include utilizing outdoor spaces when possible. Instrumental music teachers will work with students in smaller sectional groups. Students will need to wear face masks if singing indoors. It is permissible for band members to remove their mask during the time they are playing, but only if necessary.

Driver's Education Behind-the-Wheel

In order to provide behind-the-wheel training to students in driver's education in compliance with all Secretary of State and IDPH safety requirements, the following procedures must be followed:

- Require only two students and one instructor per vehicle
- Require face masks
- Prohibit eating and drink in the vehicle
- Do not make any unnecessary stops during the training
- Complete hand hygiene with soap and water or hand sanitizer, before and after driving
- Clean and disinfect steering wheel, door handles, seat belt fastener, controls/dials, keys, etc. in between each behind-the-wheel session
- Conduct regular routine cleaning and disinfecting of seats

Physical Education, Gymnasiums, Playgrounds, and Locker Rooms

Physical activity can support students' overall health and help reduce stress and anxiety. Whenever feasible and weather permitting, schools will select outdoor PE activities that allow physical distancing. If physical education must be taught inside, markings will be utilized on the gymnasium floor/wall/field to maintain distance between participants. Handshaking, high fives, or other physical contact is prohibited. It is recommended that PE teachers use a megaphone or microphone to maximize physical distancing. The use of shared equipment is not recommended. Any shared equipment must be cleaned between each use and disinfected at the end of each class. Playgrounds will be sanitized daily. Students will participate in PE with no uniform required until further notice. Locker facilities will be closed for changing. The modification of instructional plans will focus on activities that reduce student contact, the sharing of equipment and materials and will promote social distancing to the greatest extent possible.

Extracurriculars

Extracurricular activities must follow the IDPH requirements set forth for the school setting, which include social distancing, appropriate use of PPE, limiting the number of

individuals in one space to 50 or fewer in Phase 4, and cleaning and disinfecting to prevent the spread of COVID-19. Athletics will follow the guidelines provided by the IHSA and the IESA. Students on Remote Learning will not be allowed to join in-person activities.

Special Needs

Fieldcrest CUSD 6 understands the impact COVID-19 has had on our most vulnerable student population. As a result, the Special Education department is developing plans and procedures to address the various unique challenges our students face.

Fieldcrest CUSD 6 will adhere to timelines for annual IEP meetings and required evaluations. IEP teams should meet to determine whether any amendments to students' IEPs are necessary to address students' current levels of performance. IEP teams should update remote learning plans as needed for students based on the learning experiences during the 2019-2020 school year.

Bloomington Area Career Center/Work Study

Students enrolled in the BACC program will attend their CTE classes in Bloomington as scheduled. The current plan is that students will attend in-person 4 days each week, with one day assigned as a Remote Learning day. The exception may be courses assigned to labs. Updates will be communicated by the Director at BACC, Mr. Tom Frazier, as plans finalize with all sites including Bloomington High School, Hairmasters, and Heartland Community College. Students participating in Cooperative Work Programs will be expected to follow the guidelines set forth by the employers at the work sites.

Remote Learning

We understand some parents/guardians may not feel comfortable sending their child(ren) to school. All parents/guardians will have the opportunity to indicate if they would like to opt out of in-person learning and choose to remain home for Remote Learning. Remote Learning will continue through Phase 4 and will be discontinued when the district reaches Phase 5. Students on Remote Learning will not be allowed to join in-person extracurricular activities.

*At the conclusion of 2020-2021 registration period on August 7th, information will be shared with families that have chosen Remote Learning. Additional information may be requested in order to create a personalized plan for each student. Please be prepared to know/understand your home internet capabilities. The "look" or format of Remote Learning will be based on the number of student participants at each grade level. Every attempt will be made for Remote Learning to be offered in-house, by Fieldcrest personnel.

For Remote Learning students interested in school breakfast and lunch, pre-ordered pickup times will be available Tuesday and Thursday from 10:00am to 11:00am at the school closest to your home.

Any family that chooses to enroll in the Remote Learning option will do so for the entire grading period (K-5 trimester/6-12 semester). Families will be allowed to change to in-person learning at the end of the grading period.

Semester (Grades 6-12)

August 20th-December 18th (1st Semester)

January 5th-May 26th (2nd Semester)

Trimester (Grades K-5)

August 20th-November 4th (1st Trimester)

November 5th- February 26th (2nd Trimester)

March 3rd-May 26th (3rd Trimester)

If a student/family begins with in-person instruction but then prefers to move to Remote Learning, this change can be facilitated for the remainder of the grading period. Please call the school office to implement this change.

Transportation

Fieldcrest CUSD 6 is working diligently to ensure procedures are in compliance with all applicable expectations under state and federal guidelines.

- **All individuals on a bus must wear face masks**
- No more than 50 individuals will be on a bus at one time
- Social distancing will be maintained to the greatest extent possible
- Siblings will be required to sit together
- All students will have assigned seats
- All transportation vehicles/buses will be sanitized each day and between routes as needed
- Sanitizing products will meet the EPA criteria and be used according to manufacturers' guidelines.

Shuttle Bus students should arrive to the school at 7:25am for pickup. Shuttle buses will leave each building at 7:30am. Students should not congregate.

Students dropped off at their school should arrive between 7:45am and 8:00am. Doors

will not open until 7:45am at which time temperature checks will take place.

School specific details and procedures will be sent to families very soon!

Operations

Food Services

Food service personnel will use appropriate PPE, including gloves and face mask, while preparing and distributing food. Hand hygiene will be required prior to and after eating a meal or consuming any food items, and hand sanitizer will be available at food service locations. Mealtime expectations will be shared with students and staff. Additional meal information can be found in the grade level section below.

For Remote Learning students interested in school breakfast and lunch, pre-ordered pickup times will be available Tuesday and Thursday from 10:00am to 11:00am at the school closest to your home.

Facilities

Building custodians and cleaning personnel will conduct daily cleaning and disinfection. An EPA approved cleaner will be used for disinfection along with our standard cleaning protocols. All frequently touched surfaces (e.g., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, hands-on learning items, lab equipment, sinks and faucets) will be cleaned on a regular basis. Restrooms, hallways, cafeterias, and high touch common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be cleaned daily. Items that cannot be disinfected must not be used.

Nurse's Office:

- Allow for six feet of distance between students, separation area for sick students, appropriate lighting, and proper ventilation.
- Limit the number of individuals allowed in at one time, based on social distancing.
- Provide a supervised quarantine space for students/staff who are experiencing COVID-19-like symptoms and may be awaiting evaluation and/or pickup. Students must never be left alone and must be supervised at all times while maintaining necessary precautions within the quarantine space.
- Disinfect a space after it is occupied by a student and deep clean daily.

Recommendations for Families

- State of Illinois mandated health examination and vaccine requirements will be due by October 15th for the 2020-2021 school year.
- Please make sure all emergency contact information is up to date.
- All students should stay home if they are sick, with any illness symptoms.
- When reporting illness absences, be sure to report if your child is:
 - Is a close contact of someone with a positive COVID 19 test

- Has signs of coronavirus
- Has been diagnosed with coronavirus
- Has been diagnosed with influenza (respiratory flu).

Staffing Level

The district will monitor staffing levels within each building to ensure optimal operations for teaching and learning. In the event that staffing levels drop below the ability for the building to maintain optimal operations, the district will consider all options to support student learning.

Every effort shall be made to ensure substitute teachers are available in all employee categories to fill vacancies and/or absences that could be a result of the COVID-19 health precautions. In the event of any unforeseen circumstances, the district will comply with Federal, State, IDPH, ISBE and CDC guidelines.

Illness and Diagnoses Monitoring

A tracking process will be instituted to maintain ongoing monitoring of individuals excluded from school because they have COVID-19-like symptoms, have been diagnosed with COVID-19, or have been exposed to someone with COVID-19 and are in quarantine.

Mental Health

Considerations will be given to the impact that COVID-19 has on the mental health of faculty, staff, students, and their families. The mental and emotional well-being of students and staff members will be closely monitored. Training will be provided to staff to increase awareness of the impact of COVID-19. Access to school counselors and supports are readily available as possible and communicated to students.

Communications

Throughout the 2020-21 school year, Fieldcrest CUSD 6 will utilize the following communication methods to keep stakeholders up to date on changes regarding all protocols:

- [Fieldcrest Community Unit School District #6: Home](#)
- Phone, email, and text alerts
- Fieldcrest CUSD 6 Newsletter
- Fieldcrest CUSD 6 [Facebook](#)

All parents/guardians who wish to receive communication should make sure email addresses and phone numbers are up to date in [TeacherEase](#).

QUICK CONTACTS:

Who do I contact if...

- I have questions/concerns about Remote or in-person Learning, contact the school office:
 - Primary (309) 432-2838
 - Intermediate (815) 452-2411
 - Middle (815) 853-4331
 - High School (309) 432-2529
- Parent/guardian can email the teacher within TeacherEase
- My student tests positive for COVID-19: Immediately contact the district nurse, Nancy Reiter, (309) 432-2177
- I have questions/concerns about transportation: Greg Frei (309) 432-2177
- My student needs tech support during Remote Learning: Tech support is available for Fieldcrest CUSD 6 devices and systems via telephone for students and teachers at (309) 432-2529 (JB Glowacki/Matt Wendling). Telephone support is available on regular school days, 8:00 AM - 4:00 PM.

Name: _____ Date: _____

Please respond to the following questions:

1. In the past 24 hours have you experienced...
 - a. Fever NO YES
 - b. Fatigue NO YES
 - c. Cough NO YES
 - d. Sneezing NO YES
 - e. Aches and Pains NO YES
 - f. Runny or stuffy nose NO YES
 - g. Headache NO YES
 - h. Sore Throat NO YES
 - i. Diarrhea NO YES
 - j. Shortness of Breath NO YES
2. Have you recently been in contact with anyone exhibiting symptoms of COVID-19?
NO YES
3. Have you recently been in contact with anyone testing positive with COVID-19?
NO YES
4. Have you recently travelled to a restricted area that is under a level 2, 3 or 4 travel advisory according to the U.S. State Department? (This includes China, Italy, Iran and most countries in Europe. NO YES

Students answering YES to any of the questions above... 1. Stay Home 2. Notify the School 3. Call your Doctor for further instructions

Appendix B

Daily in-person instruction 5 days per week with dismissal at 1pm through September 11th. This schedule will be reviewed on September 4th and future plans on the daily schedule will be shared at that time.

Calendar Changes: No school on August 19th, September 4th, and September 23rd

Fieldcrest CUSD #6 | Annual Calendar 2020-2021

August 2020							September 2020							October 2020						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			

November 2020							December 2020							January 2021						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30
														31						

February 2021							March 2021							April 2021							
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	
1	2	3	4	5	6	7			1	2	3	4	5	6					1	2	3
8	9	10	11	12	13	14	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
15	16	17	18	19	20	21	14	15	16	17	18	19	20	11	12	13	14	15	16	17	
22	23	24	25	26	27	28	21	22	23	24	25	26	27	18	19	20	21	22	23	24	
29	30						28	29	30	31				25	26	27	28	29	30		

Potential Emergency Days: 2/15/2021 (Presidents' Day)
 5/28/2021, 6/1/2021, 6/2/2021, 6/3/2021
 2 week's notice will be given prior to the use of an emergency day.

Potential Planning days: 9/4/2020
 9/23/2020 (AM only PM is already SIP Day- No students full day)
 October 9, 2020
 2 week's notice will be given prior to the use of an emergency day.

- | | |
|--|--|
| <ul style="list-style-type: none"> August 5/6/7 Registration Support 9am-12pm @ schools August 17/18/19: Teacher Institute/Planning August 20: 1st Day of School for Students September 7: Labor Day- No School September 23: Planning/SIP Day-No School October 9 and 12: No School October 16: End of 1st Qtr, Grades 6-12 (41 Days) October 23: Grades Posted for 6-12 October 27/29: Conferences for 6-12, 4-7pm November 3: Election Day- No School November 4: End of 1st Trimester, K-5 (54 Days) November 11: Grades Posted for K-5 November 17/19: Conferences for K-5, 4-7pm November 18: SIP Day-Dismissal @ 12pm November 20: FPT-No School November 25-27: Thanksgiving Break- No School December 17-18 Semester Exams December 18: Dismissal @ 2:15pm December 18: End of 2nd Qtr/1st Semester (41/82 Days) | <ul style="list-style-type: none"> December 21-January 1: Christmas Break- No School January 4: Teacher Institute- No School January 5: School Resumes January 8: Grades Posted for 6-12 January 18: MLK Day- No School January 20: SIP Day- Dismissal @ 12pm February 12: SIP Day- Dismissal @ 12pm February 15: Presidents' Day- No School February 26: End of 2nd Trimester, K-5 (65 Days) March 5: Grades Posted for K-5 March 12: End of 3rd Qtr, Grades 6-12 (47/129 Days) March 19: Grades Posted for 6-12 March 29-April 5: Spring Break April 6: School Resumes May 23: Graduation @ 2pm May 25/26: Semester Exams May 26: End of 3rd Trimester/2nd Semester (57/94 Days) May 26: Last Day/Students- Dismissal @ 2:15pm May 27: Teacher Institute/Grades Posted-No School |
|--|--|

School Begins/Resumes/End	Grading Period and Conference Dates	SIP Day- Student Dismissal @12pm	Teacher Planning- No Students	No School- Break
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Fieldcrest Primary School
Return to Learning Procedures
Fall 2020

Schedule

The 2020-2021 calendar and schedule has been adjusted to support the transition of returning. School will dismiss at 1:00 PM daily.

August 17, 18 and 19: Teacher Institute
August 20: First Day of student attendance
September 8: K-2 Fall pictures

Daily Operation

The doors open to the building at 7:45 AM daily. Students will enter the building in three (3) different locations, based on grade. Temperatures will be taken by staff before students enter the building.

- Kindergarten: North Playground Doors
- 1st Grade: Main Entrance
- 2nd Grade: South Playground Doors
- Bus riders will be dropped at the Main Entrance on Johnson St and walk to their assigned entrance based on their grade level..

Shuttle Bus (3rd-8th Grade)

Shuttle service for students in 3rd-8th grade will pick up at the Primary at 7:30AM.

The departure is a change from the 19-20 school year

Meal Information

Students will be eating **breakfast** in their classrooms daily. Breakfast will be ready when students arrive. Students will be asked to sign up for the next day's breakfast (more information will be communicated to parents)

Lunch will be served daily for all students. Classrooms will rotate between classroom/cafeteria/outside. This will allow us to isolate students by class.

The departure time is a change from the 19-20 school year

Mask Wearing

We respectfully ask all parents to ensure that students are prepared to wear a mask to school. Please practice wearing masks in your home and in public as often as possible. As we learn together to wear a mask, your child's teacher and support staff will provide safe opportunities such as snack breaks for your child to remove their mask.

A medical note will be required for a student unable to wear a mask. Medical notes will be reviewed on a case by case basis. **If you do not feel comfortable with this policy, Remote Learning should be considered.**

Health and Safety

Signs and Symptoms

Parents are responsible for keeping your child(ren) home if they are showing any signs or symptoms of COVID-19 which includes but is not limited to: fever over 100.4, cough, shortness of breath, chills, fatigue, muscle & body aches, headache, sore throat, nausea, diarrhea or vomiting. Students with symptoms of COVID-19 during the school day will be sent to a quarantined area.

Temperature and Symptoms Check

All students will have their temperatures taken prior to entering the building. Students who show symptoms or have a temperature of 100.4 or higher will be sent home after the parent is contacted.

Social Distancing

Students and staff will work to maintain a social distance of 6 feet from one another whenever possible.

Sanitation and Cleaning

The district will develop schedules that ensure students begin their school day in a clean and disinfected environment, with additional cleaning practices implemented as needed throughout the building. Cleaning practices will ensure the safety of our students and staff.



Fieldcrest Intermediate School

Return to Learning Procedures

Fall 2020

Schedule

The 2020-2021 calendar and schedule has been adjusted to support the transition of returning. School will dismiss at 1:00 PM daily.

August 17, 18 and 19: Teacher Institute

August 20: First Day of student attendance

September 30: 3-5 Fall pictures

Daily Operation

The doors open to the building at 7:45 AM daily. Students will enter the building in three (3) different locations, based on grade. Temperatures will be taken by staff before students enter the building.

- 3rd Grade: Main Office Entrance
- 4th Grade: First Street Entrance
- 5th Grade: Gymnasium Entrance
- Bus riders will be dropped at the Main Entrance on Maple St. and walk to their entrance based on their grade level.

Shuttle Bus (K-2nd and 6-8th Grade)

Shuttle service for students in K-2nd and 6-8th grade will pick up at the Intermediate at 7:30AM.

The departure time is a change from the 19-20 school year

Meal Information

Students will be eating **breakfast** in their classrooms daily. Breakfast will be ready when students arrive. Students will be asked to sign up for the next day's breakfast (more information will be communicated to parents)

Lunch will be served daily for all students. Classrooms will rotate between classroom/cafeteria/outside. This will allow us to isolate students by class.

Mask Wearing

We respectfully ask all parents to ensure that students are prepared to wear a mask to school. Please practice wearing masks in your home and in public as often as possible. As we learn together to wear a mask, your child's teacher and support staff will provide safe opportunities such as snack breaks for your child to remove their mask.

A medical note will be required for a student unable to wear a mask.

Medical notes will be reviewed on a case by case basis. **If you do not feel comfortable with this policy, Remote Learning should be considered.**

Health and Safety Protocols

Signs and Symptoms

Parents are responsible for keeping your child(ren) home if they are showing any signs or symptoms of COVID-19 which includes but is not limited to: fever over 100.4, cough, shortness of breath, chills, fatigue, muscle & body aches, headache, sore throat, nausea, diarrhea or vomiting. Students with symptoms of COVID-19 during the school day will be sent to a quarantined area.

Temperature and Symptoms Check

All students will have their temperatures taken prior to entering the building. Students who show symptoms or have a temperature of 100.4 or higher will be sent home after the parent is contacted.

Social Distancing

Students and staff will work to maintain a social distance of 6 feet from one another whenever possible.

Sanitation and Cleaning

The district will develop schedules that ensure students begin their school day in a clean and disinfected environment, with additional cleaning practices implemented as needed throughout the building. Cleaning practices will ensure the safety of our students and staff.



Fieldcrest Middle School
Return to Learn Procedures
Fall 2020

The 2020-2021 calendar and schedule has been adjusted to support the transition of returning. School will dismiss at 1:00 PM daily.

August 17, 18 and 19: Teacher Institute
August 20: First Day of student attendance

<i>Period</i>	<i>Time</i>
Breakfast served in the classroom	
1st	8:00am to 8:50am
2nd	8:53am to 9:28am
3rd	9:31am to 10:06am
4th	10:09am to 10:44am
5th	10:47am to 11:22am
6th	11:25am to 12:00pm
Lunch A/Win (served in classroom)	12:00pm to 12:30pm
Lunch B/Win (served in classroom)	12:30pm to 1:00pm

Arrival/Drop-Off

- K-2 Shuttle Riders can arrive at 7:30am. Please drop off at the East side door attached to the 3-Story Building. Shuttle Bus will leave promptly at 7:35am.
- Rural Route Buses will arrive at 7:30am. They will enter in the Old High School entrance on the south side.
- All Students entering the building will be sent to specific locations before getting on the shuttle to leave for other buildings.
 - o K-2 will be housed in Rm. 105
 - o 3-5 will be housed in Rm. 104
 - o 9-12 will be housed in the Small Gym
- All 3rd through 12th grade students that are dropped off or walk will enter door near Main Office entrance on South side.
- Middle School walkers and drop off should not arrive before 7:45am.
- Students **will not be allowed** to congregate in groups outside building before or after school.
- FMS will have several staff to help direct students at the beginning of year.

Departure/Pick-Up

- **Students will not be allowed to congregate in groups outside building before or after school.**
- All student not riding bus are expected to leave the Middle School campus immediately following the end of the day.
- MS (Non-rural route riders) will depart immediately at 1:00pm. They will exit out the Old High School door on the Southside of building.
- K-2 will be in the Small Gym until their departure at approximately 1:05pm. They will exit out the East side Door attached to the 3-Story Building
- Grade 3rd through 12 will depart at approximately 1:15pm.
- Shuttle Riders will exit the Old High School door on the South Side of the building.
- Middle School walkers and parent pickup will exit door near the Main office on the South side of the building at 1:00pm
- FMS will have several staff to help direct students at the beginning of year

Health and Safety Protocols

Masks

A mask will be required for each student, staff or visitor who enter a school building or ride a bus. They do NOT need to be worn outdoors if social distancing is maintained.

Signs and Symptoms

Parents are responsible for keeping your children home if they are showing any signs or symptoms of COVID-19 which includes but is not limited to: fever over 100.4, cough, shortness of breath, chills, fatigue, muscle & body aches, headache, sore throat, nausea, diarrhea or vomiting. Students with symptoms of COVID-19 during the school day will be sent to a quarantined area.

Temperature and Symptoms Check

All students will have their temperatures taken prior to entering the building. Students who show symptoms or have a temperature of 100.4 or higher will be sent home after the parent is contacted.

Social Distancing

Students and staff will work to maintain a social distance of 6 feet from one another whenever possible.

Sanitation and Cleaning

The district will develop schedules that ensure students begin their school day in a clean and disinfected environment, with additional cleaning practices implemented as needed throughout the building. Cleaning practices will ensure the safety of our students and staff



Fieldcrest High School
Return to Learning Procedures
Fall 2020

Schedule

The 2020-2021 calendar and schedule has been adjusted to support the transition of returning. School will dismiss at 1:00 PM daily.

- August 17: Freshman/New Student Virtual Orientation 6 PM
- August 17, 18 and 19: Teacher Institute
- August 20: First Day of student attendance ... Start in Homeroom
- August 21: Student attendance... Odd Day
- August 25: School Pictures 8:30 – 11:30... Lobby

Daily Operation

The doors open to the building at 7:45 AM daily. Walkers will enter the WEST entrance. Bus riders will enter the NORTH parking lot entrance. Drivers will enter the LOBBY entrance. Temperatures will be taken by staff before students enter the building. Special reminders to start the year include:

- Parents must self-certify the wellness of students daily
- See and respect all signs directing you around the building
- Walk like you Drive in single file lines
- Remember... South stairs is UP and North Stairs is Down
- NO Sharing of Lockers
- Students are expected to remain in class.
- A block schedule system will be used to begin the year.

Odd Day	Even Day	Time
0 Hour	0 Hour	7:00-7:50
Breakfast	Breakfast	7:45-8:15
1st	2nd	8:15-9:15
3rd	4th	9:20-10:20
5th	6th	10:25-11:25
7th	8th	11:30-12:30
Lunch	Lunch	12:30-1:00

Meal Information

Students eating **breakfast** prior to 8 AM may eat in the cafeteria as long as social distancing is maintained. Those eating after 8 AM should take their breakfast to their first class.

Lunch will be served from 12:30 -1:00. Meals will be served in “to go” containers. No salad bar will be available. Students choosing NOT to eat lunch may leave at 12:30. Students should maintain social distancing while in line and when eating in the cafeteria. Overflow seating will be available in room 107/108 and outdoors when appropriate.

BACC/Work Coop Students

Students attending CTE and Work based courses off school property will be required to follow procedures of those courses. BACC students will be dismissed to the cafeteria each day at 10:20 to study/eat before the bus leaves at 11:25. Most BACC classes will begin with 4 days in-person/1 day remote. Check with Mr. Frazier (BACC Director) for additional details. Students MAY leave at 10:20 on BACC remote days.

Health and Safety Protocols

Masks

A mask is required for each student, staff or visitor who enters a school building or ride a bus. They do NOT need to be worn outdoors if social distancing is maintained.

Social Distancing

Students and staff will work to maintain a social distance of 6 feet from one another whenever possible.

Signs and Symptoms

Parents are responsible for keeping your child(ren) home if they are showing any signs or symptoms of COVID-19 which includes but is not limited to: fever over 100.4, cough, shortness of breath, chills, fatigue, muscle & body aches, headache, sore throat, nausea, diarrhea or vomiting. Students with symptoms of COVID-19 during the school day will be sent to a quarantined area.

Temperature and Symptoms Check

All students will have their temperatures taken prior to entering the building. Students who show symptoms or have a temperature of 100.4 or higher will be sent home after the parent is contacted.

School Sanitation

The district will develop schedules that ensure students begin their school day in a clean and disinfected environment, with additional cleaning practices implemented as needed throughout the building. Cleaning practices will ensure the safety of our students and staff.